



## OFFICE OF THE CITY MANAGER

### AGENDA ITEM REPORT

**TO:** Honorable Council

**FROM:** James A. Gallup, City Manager

**DATE:** May 16, 2025

**SUBJECT:** Review bids for Mowing & Maintenance of City Properties

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#### BACKGROUND:

- On May 14, 2025, 4PM, bids were opened for RFB #25-03 for Mowing & Maintenance of City Properties. Only one vendor submitted a bid for this service contract, and their bid is tabulated in the attached bid tabulation sheet. The vendor is our current service contractor.
- After review, the current contractor has not increased their base bid rates for mowing and has submitted additional alternates for council review and consideration.

#### FISCAL IMPACT:

- A minimum of 31 mows per year is \$56,800 for base bid locations. Combined with \$2,550 for lift stations & tank locations for 10x a year is a total of **\$59,350** annually.
- Additional alternates for council consideration are included on the bid tabulation sheet.

#### REQUEST/RECOMMENDATION:

- Staff recommends awarding the service contract for mowing and maintenance of City Properties to **Full Service Property Management**.
- Additionally, staff recommends accepting the pricing rate schedule, per mow, for the additional alternates and additional equipment & services, if or as needed.

#### ATTACHMENTS: